



Cathedral City

Code of Ethics

For

**Commission, Committee & Board
Members**

Adopted September 2018

Preamble

“The ethical person should do more than he is required to do and less than he is allowed to do.”

*Michael Josephson
Founder of the Josephson Institute of Ethics*

Ethical behavior is the cornerstone for all aspects of city government. The Cathedral City City Council reinforces the City’s commitment to ethical government by adopting the letter and spirit of this Code of Ethics. It was built around the values that have been embraced by those devoted public servants who have served the public so well. The Code’s aim is to affirm an identity of Excellence and Integrity for our City’s government through our citizens, our employees and our dealing with other communities.

The Code provides guidance in making the right ethical decision in the conduct of City business. It goes beyond the many laws, rules and regulations that already exist. This Code takes Cathedral City to the next level of public trust by providing standards of conduct of those engaged in City business.

The Code applies to those who represent our City’s government. It includes members of Commissions, Committees, Boards, Ad-Hoc Committees and Task Forces and others who participate in city government. As representatives of the City, all are required to subscribe to and understand how the Code applies to them. All must agree to practice the values expressed in the Code in day-to-day services to the City.

CODE OF CONDUCT

This Code of Conduct provides a framework for making ethical decisions. It should assist people in doing the right thing by identifying not just appropriate behavior but also actions to be avoided.

This framework is expressed in the Values and Standards, which follow:

Values

Honesty

Respect

Responsibility

Transparency

Trust

Standards

Honesty

- I am committed to doing the right thing.
- I speak the truth – even if it is uncomfortable – I am sincere, candid and keep confidences.
- I make decisions based solely on the best interests of the City of Cathedral City and recuse myself at any instance of potential conflict.

Respect

- I treat my fellow officials, staff and the public with courtesy, compassion and civility, even when we disagree on what is best for the community.
- I actively listen, ask questions, seek diverse opinions and participate in value-added discussion for the purpose of consensus building.
- I respect the right of all employees and the public to fair treatment and equal opportunity, free from discrimination or harassment of any sort.
- I accept individual differences and beliefs without prejudice and judge others based on their character, ability and conduct.
- I gain personal value by respecting others' ideas, diversity, skills and knowledge.

Responsibility

- I take responsibility for my actions regardless of their outcome.
- I am a prudent steward of public resources and consider the impact of my decisions on the City and the community.
- I prepare for meetings, read provided material, research issues and make informed decisions.
- I encourage others to act responsibly by the example I set.
- I never excuse or ignore inappropriate activities.

Transparency

- I will be open in all activities in which I am engaged, making every attempt to keep the public aware.
- I will not maintain nor support any hidden agenda and my decisions/actions will be based solely on the merits of the matter before me.
- I understand that public perception is important and recognize that I am ethically bound to do more than is required of me and less than is allowed by law.
- I will view my conduct through the eyes of those watching my action to build and maintain the public's confidence.

Trust

- I will ensure that all my communications, interactions and transactions are open, honest, accurate and have the best interest of the City and the residents in mind.
- I will be fair, impartial and equitable when making decisions, avoiding the temptation to favor those who have supported me and disfavor those who have not.
- I will uphold the public trust by never using City assets, information or relationships for personal gain.

Commitment to Integrity

As a member of a Commission, Committee, Board, Ad-Hoc Committee and Task Force, I agree to uphold and operate by the Code of Conduct and the Code of Ethics adopted by the City Council and sign my name below with full understanding of the expectations that the Citizens of Cathedral City hold for me.

I will conduct myself according to the Values outlined in the Code of Ethics as I carry out the business for the City, represent the City to the public and in my workings with other elected and appointed officials both within the City of Cathedral City and with other Agencies.

I will embrace the Standards included in the City of Cathedral City Code of Ethics and use them as guiding principles to assist me in conducting myself as a representative of Cathedral City;

- I am committed to acting with **Honesty** and **Integrity**;
- I will treat people with **Respect**;
- I will take **Responsibility** for my actions;
- I will act with **Transparency** as I do the City's business;
- I will uphold the public **Trust**.

I have received and read the City of Cathedral City Code of Ethics and fully understand the principles as set forth and agree to abide by them.

Date: _____

Signature

Print Name

Name of Office

Please return this signed form to the City Clerk's Office.

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